



# MONTGOMERY COUNTY RECREATION DEPARTMENT

# Autumn 2005 Safety Training



## Indoor Pools

Martin Luther King Pool (MLK)  
Montgomery Aquatic Center (MAC)  
Olney Swim Center (OSC)

301-989-1206  
301-468-4211  
301-570-1210

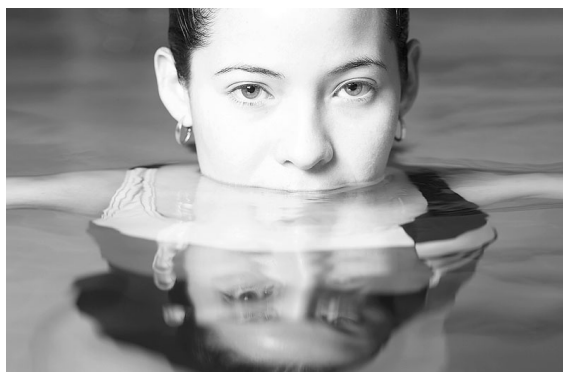
## Contractor/Instructor

Waterworks - Sally Dimsdale  
Wellness Network - Linda Costello  
H2O Fitness - Peggy Brower

301-593-1609  
301-924-3488  
301-603-1328

## Safety Training

Aquatics offers American Red Cross courses for the potential Aquatics professionals. Participants must meet all prerequisites and attend ALL sessions. Call the facility for further information.



## Lifeguard Training

This course will train you to be certified in American Red Cross Lifeguard Training, CPR for Professional Rescuer and First Aid. This course includes a pre-course check, which will test the students' swimming proficiency. The successful candidate will be able to swim 500 meters (200 free, 100 breast, 200 free and/or breast), and swim 20 yards (free or breast) surface dive to 7-10 feet, retrieve a 10-pound object, return to the surface, and swim 20 yards back to starting position with the object. Attendance is required at ALL sessions in order to be certified. Certification for Lifeguard Training and First Aid remains current for 3 years, CPR for 1 year. Students MUST be 15 years old by the last day of the course. Proof of age is required at the first class. The cost of the course is \$100 registration fee (paid when registering) plus a \$50 book due at the first class.

### 6 Sessions \$100.00

134183 Olney SwC 4/2 Su-F 2:00pm-6:00pm  
134185 ML King SwC 4/4 Tu,W,Th,F,M 7:00pm-3:30pm

### 9 Sessions \$100.00

134181 Montgomery AqC 3/31 F-Th 6:30pm-11:30am  
134182 Montgomery AqC 3/31 F-Th 6:30pm-11:30am

### 10 Sessions \$100.00

134164 Olney SwC 10/16 Su, M, W 2:00pm-10:00pm  
134167 Olney SwC 1/15 Su, W 2:00pm-10:00pm  
134179 Olney SwC 3/12 Su, W 2:00pm-10:00pm  
134180 ML King SwC 3/20 M-Sa 7:00pm-4:00pm  
134184 ML King SwC 4/3 M-Sa 7:00pm-4:00pm  
134188 Olney SwC 6/18 Su, W 3:00pm-6:30pm

### 11 Session \$100.00

134165 Montgomery AqC 11/11 F, Su, W 6:30pm-9:30pm  
134166 Montgomery AqC 1/6 F, Su, W 6:30pm-12:00pm  
134178 Montgomery AqC 3/3 F, Su, W 6:30pm-12:00pm  
134186 ML King SwC 4/28 F, Sa, W 7:00pm-12:30pm  
134187 Montgomery AqC 6/2 F, Su, W 6:30pm-12:00pm

### 12 Sessions \$100.00

134163 ML King SwC 9/20 Tu, W, Sa 7:00pm-9:30pm

### 13 Sessions \$100.00

134177 ML King SwC 1/25 W, Su 7:00pm-12:00pm

## Lifeguard Training Instructor

This course will train students to be an American Red Cross certified Lifeguard Training and CPR for the Professional Rescuer Instructor. Students MUST possess strong swimming and rescue skills. Although possession of current ARC Lifeguard Training, CPR/FPR and First Aid certifications is not required, it is strongly encouraged. The successful candidate will possess the knowledge contained in these courses. Attendance is mandatory at all sessions. Students must be at least 17 years old. The program registration fee is \$125 (due at time of registration) and a book fee of \$120 due at the first class.

### 11 Session \$125.00

134193 Montgomery AqC 10/14 F, Su, W 6:30pm-12:00pm  
134194 Montgomery AqC 2/3 F, Su, W 6:30pm-12:00pm  
134195 Montgomery AqC 4/21 F, Su, W 6:30pm-12:00pm

## CPR/FPR Review

This course will renew your CPR/FPR (CPR for lifeguards). Students MUST have a current certification in CPR/FPR in order to participate. Students must present their current certification cards at class. Students will also need to bring their pocket mask and book (LGT). The cost of the course is \$50 registration fee (due when registering) and \$8 AP fee due at class.

### 1 Session \$50.00

134205 Olney SwC 10/30 Su 6:00pm-9:30pm  
134206 Olney SwC 11/25 F 2:00pm-6:00pm  
134207 Olney SwC 12/28 W 6:00pm-9:30pm  
134208 Olney SwC 1/11 W 6:00pm-9:30pm  
134209 Olney SwC 3/5 Su 6:00pm-9:30pm  
134210 Olney SwC 5/7 Su 6:00pm-9:30pm

## Review Lifeguard Training

This course will recertify CURRENT American Red Cross Lifeguards. Certification will be verified at the first class. Bring your certification cards, LGT book and pocket mask. The cost of the course is \$60 registration fee (due at time of registration) and an \$8 AP fee due at the first class.

### 2 Sessions \$60.00

134211 Olney SwC 12/27 Tu, Th 5:00pm-9:30pm

## Pool Operator's Course

This course will prepare the student to take the Montgomery County Pool Operators test. Students must be at least 17 years of age. The student must attend all classes. Classes are held at the Holiday Park Senior Center, 3950 Ferrara Drive, Wheaton. The second class of each session will be held at the Martin Luther King Jr. Indoor Swim Center. Note: The student must apply to the Department of Health and Human Services for the County Pool Operators License. For further information call 240-777-6860.

### 1 Session-Review \$40.00

133451 Montgomery Aquatic Center 5/20 Sa 10:00am-1:00pm

### 5 Sessions \$70.00

133447 Holiday Park SrC 1/3 Tu, W, Th, F, Sa 7:00pm-9:30pm  
133448 Holiday Park SrC 4/10 M, Tu, W, Th, F 7:00pm-9:30pm  
133449 Holiday Park SrC 5/8 M, W, Th 7:00pm-9:30pm  
133450 Holiday Park SrC 6/2 F, M, W 7:00pm-9:30pm

# RECREATION DEPARTMENT

## Registration Form

☐ Check here if new address/phone/email. **Please print.** This form may be duplicated.

PAYER'S: Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Email \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Home Phone ( ) \_\_\_\_\_ Work Phone ( ) \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_

PARTICIPANT'S: Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 (if under 18 years)  
 Mother's Name \_\_\_\_\_ Email \_\_\_\_\_  
 Home Phone ( ) \_\_\_\_\_ Work Phone ( ) \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_  
 Father's Name \_\_\_\_\_ Email \_\_\_\_\_  
 Home Phone ( ) \_\_\_\_\_ Work Phone ( ) \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_

Participant's Name (last, first)	Birthdate mm/dd/yy	Sex m/f	School Attending	Grade	Activity Name	Course Number	Location	Start Date	Start Time	Fees*

\*If you are a non-resident, include an additional \$10.00 per participant in the fee for each activity.

☐ Check or Money Order payable to MCRD, Attn: Registrar, 4010 Randolph Road, Silver Spring, MD 20902. Total Amount Due: \$ \_\_\_\_\_

☐ Master Card ☐ Visa Card No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

CARDHOLDER: Name (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

If paying by credit card, you may **fax** your registration form to **240-777-6818**. If you need help completing this form, please call 240-777-6840.

The participant assumes all risks associated with participation in the program; the County assumes no liability for injury or damages arising from participation in the program. Due to the strenuous nature of some activities, the County encourages each participant to consult his or her physician concerning fitness to participate in the program. The participant consents to emergency treatment. The participant also consents to the County's use of any photographs taken or video tapes made of the program. If the participant is a minor, the parent or guardian approves his or her participation in the program. Neither the instructor nor any of the staff are responsible for children prior to or after the scheduled program.

Participant or Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

# REGISTRATION INFORMATION

## Five Ways to Register



**RecWeb** Online registration at <http://recweb.montgomerycountymd.gov>. Internet users must pay their account in full. If you need additional information, call 240-777-6840.



**STARline** members may register by using our telephone automated registration system. To become a STARline member, complete the application on the next page. STARline users must pay their account in full. STARline registration number is 240-777-8277.



### **Fax 240-777-6818**

Faxed registrations must be paid by VISA or MasterCard. Due to high volume, we are unable to confirm receipt of faxes. To avoid duplication, do not mail your original form.



### **Mail or drop off:**

Montgomery County Recreation Department  
Attention: Registrar  
4010 Randolph Road  
Silver Spring, MD 20902-1099



### **Full Service in person:**

Montgomery County Recreation Department  
Administrative Office  
4010 Randolph Road  
Silver Spring, MD 20902-1099

Monday-Friday, 8:30am-5:00pm

Registration is also available at all Regional Service Centers.

4 Financial assistance is available to county residents who are recipients of assistance from other Montgomery County agencies. Eligibility is based on proof of that assistance. A financial assistance application form may be picked up at any recreation office, community center, or swim center. You may also obtain an application by calling 240-777-6840; or through the internet: [montgomerycountymd.gov/rec](http://montgomerycountymd.gov/rec).

5 The Department of Recreation reserves the right to pursue all available options to collect any funds owed as the result of a dishonored check or credit card, charges incurred due to unsubstantiated credit card disputes, or any outstanding debt.

If your check is returned unpaid, your account will be debited electronically for the original check amount and electronically or via paper for the state's maximum allowable service fee. Payment by check constitutes authorization of these transactions. You may revoke your authorization by calling 800-666-5222 ext. 2 to arrange payment due for any outstanding checks and service fees due.

### **Withdrawal Policy**

This withdrawal policy pertains to all Recreation Department programs unless otherwise noted in the program description or facility rental agreement. You may elect to receive a credit on your Recreation account for future programs or a refund which may be subject to a withdrawal fee equal to 20% of the program cost.

1. If your written withdrawal request is received more than seven days before the start date of the program, you will receive a full credit to your Recreation account. A refund of credit is subject to a fee equal to 20% of the program cost.
2. If your written withdrawal request is received seven days or less before the start date of the program, you will be charged a withdrawal fee equal to 20% of the program cost for a credit or a refund.
3. If your written request is received on or after the start date of the program, your credit will be pro-rated based on the date the request is received in addition to the 20% withdrawal fee. No credit is given for previous program days missed. No withdrawal requests will be considered after the last scheduled date of the program.
4. If the Department cancels a program, changes a location or time and you can not attend, or the program is full, you will receive a full credit or refund.
5. You may process your own withdrawal online more than seven days before the start date of the program (no withdrawal fees) at [recweb.montgomerycountymd.gov](http://recweb.montgomerycountymd.gov).

Mail your written withdrawal request to Montgomery County Recreation Department, Attention: Refund Request, 4010 Randolph Road, Silver Spring, MD 20902; or fax to 240-777-6818; or email to [rec.refund@montgomerycountymd.gov](mailto:rec.refund@montgomerycountymd.gov). This request must include the participant's name, payer's name, address, phone number, course number, reason for withdrawal, and specify credit or refund.

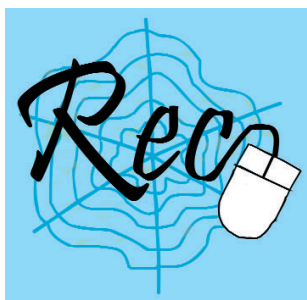
All refunds will be issued to the payer in the same form (check or charge) as the payment was received. Refunds will be processed within 2-3 weeks of receipt of your written request.

### **Registration Confirmation**

Confirmations will be mailed as registrations are processed. If you do not receive your confirmation, call 240-777-6840. A waiting list notification will be sent to you if you do not get placed.

### **Payment Information**

- 1 Full payment must be made at time of registration. Do not submit registrations and/or payments to the instructor at the program. (See *Five Ways to Register*, above.)
- 2 Non-county residents must pay an additional \$10.00 per participant per activity.
- 3 Make checks and money orders payable to MCRD. Checks and money orders must include name, address, home and work telephone numbers, driver's license number, and participant's full name.  
VISA or MasterCard payments are accepted. Registration form must include correct credit card number, expiration date, authorized signature, and authorized amount.



## Internet Registration

**You're only a few clicks away!**

You need access to the internet and your Customer Number and Account PIN (Personal Identification Number).

Forgot your account information? Call us at 240-777-6840

If you don't have an account, it's easy to set one up. Go to [montgomerycountymd.gov](http://montgomerycountymd.gov) and select the 'Culture & Leisure' tab. Click on 'RecWeb Registration.' Click on the 'Create Account' link and complete the new account form. An account will be created and we will send you an email with your account information needed to logon to RecWeb.

All registrations and all debts owed on your account must be paid for in full at the time of registration.



**240-777-8277**

### Fast and Convenient

Just fill out and sign the form below, and return this page to our office as soon as possible. You can fax it to us at 240-777-6857. We will set up your family as STARline participants and mail you a packet that includes, easy to follow, complete instructions for registering via STARline.

#### FAMILY MEMBER INFORMATION FORM: Please list all family members.

Last Name	First Name	Birthdate	Grade	Sex M/F
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_ Work Phone: ( ) \_\_\_\_\_

When you register for classes using STARline, payment in full must be made by Visa or Mastercard. Access to your account will be via a Personal Identification Number (PIN ). This PIN will serve as your electronic signature. Your signature below is an agreement to authorize Montgomery County Department of Recreation to process your payment.

Cardholder/Parent Signature \_\_\_\_\_

Date \_\_\_\_\_

Your use of RecWeb or STARline to register for programs offered by the Recreation Department will be deemed your agreement to the following: The County assumes no liability for injuries or damages arising from the results of participation. Due to the strenuous nature of some activities, the participant is urged to consult his/her physician concerning fitness to participate. All activities present inherent risks and hazards, which the participant assumes. I hereby approve of my child's participation in this Recreation program and consent to emergency treatment for my child on my behalf. To the best of my knowledge there are no physical or other conditions, which will interfere with my child's participation. I understand that the Department may use photographs/videos taken of Recreation programs.

**For more information about RecWeb or STARline, call us at 240-777-6840.  
We'll be happy to answer any questions you may have.**